

COMMISSIONERS APPROVAL

GRANDSTAFF *CG*

ROKOSCH *JR*

THOMPSON *AT*

CHILCOTT *CH*

DRISCOLL *KD*

PLETTENBERG (Clerk & Recorder)

Members Present.....Commissioner Carlotta Grandstaff,  
Commissioner Jim Rokosch, Commissioner Alan Thompson, Commissioner Greg  
Chilcott and Commissioner Kathleen Driscoll

Date.....August 18, 2008

Minutes: Beth Perkins

► The Commissioners met for a walk through inspection at Juvenile Detention in the morning.

► The Board met for discussion and decision on utilizing an architectural firm for the 9-1-1 Center/Storage/DUI Processing Center. Present were 9-1-1 Director Joanna Hamilton, 9-1-1 Advisory Board member Jane Ellis, I.T. Director Joe Frohlich and Administrative Assistant Glenda Wiles.

Commissioner Grandstaff stated her preference is Oz Architects since they have already completed the needs analysis, plus she feels they would not be as costly. Commissioner Chilcott stated CTA is advanced although Oz could anticipate the future better. Commissioner Rokosch stated CTA has more experience with dispatch centers. Commissioner Driscoll noted Oz Architects' designs for the hospital were great.

Commissioner Rokosch stated he does not believe Oz Architects delivered the product with the needs analysis. There was no narrative received. Commissioner Driscoll stated the whole process was scattered. There was no lead. Commissioner Thompson stated he was not present for the previous meetings regarding the submissions for an architectural firm; therefore, he is not comfortable with making any kind of a decision for this. Commissioner Chilcott stated this is why the Board needs to hire an expert. He agrees with Commissioner Rokosch as not being satisfied with the end product from Oz for the needs analysis.

Glenda stated the Board paid \$10,000 for a product that was not delivered by Oz Architects. The scope of services was requested through the proper process and it was not delivered. She stated she spoke to two electricians and a mechanical engineer on her own time to create the interview questions. She noted the answers given by CTA Architects were 'right on the money' in regard to knowing the needs of the infrastructure and building. Oz could not answer the questions because they had not done the needs analysis correctly and they knew they had not done what they were hired to do. Aside from the lack of a product being delivered by Oz Architects, CTA has specific experience with dispatch centers.

Joanna stated CTA is better prepared and has more experience with the needs of a dispatch center. She recommends CTA.

Jane stated what Oz did under the first contract was not her idea of a needs analysis. They jumped right into drawing floor plans. It is a technological undertaking. While Oz maybe costs less money, it would be better to have someone with experience for dispatch centers. She stated you can spend some money on design or a lot of money on change orders.

Commissioner Grandstaff asked how is this going to be paid. Internal Auditor Klarryse Murphy stated it will either come out of the 9-1-1 tariff money or the general fund. Board discussion followed regarding the utilization of 9-1-1 tariff money. Glenda discussed the estimated cost of the project which could easily be \$600-700,000. Commissioner Rokosch stated this project could be a process over a period of 5, 10, 15 or 20 years. Jane stated the annual payment could be \$56,000. Klarryse stated the payments would be supported by the tariff money.

**Commissioner Chilcott made a motion to award the RFQ to CTA Architects. Commissioner Driscoll seconded the motion and all voted 'aye'.**

Glenda asked if CTA should come in to go over the hard costs and negotiations. She stated they will have to know the expectations of the Board. Once the construction documents are done, the project costs will be known. Commissioner Rokosch agreed with Glenda and stated there are also some peripheral considerations like the storage areas. Commissioner Grandstaff also agreed and added the Board should do a walk through with CTA geared to what they are going to produce. She requested the numbers from Klarryse for the availability of the tariff funds. The Board concurred with Glenda to have CTA come in and visit about these issues moving forward with an agreement for services with an outline of costs.

► The Board met for budget deliberations for Sheriff's Office, County Attorney and Juvenile Detention during the remainder of the day.